

**REQUEST FOR REVIEW OF DECISION (APPEAL) - APPENDIX 4**

*Submitted under the Procedures of the United States District Court for the Southern District of West Virginia  
Employment Dispute Resolution Plan*

Name of Requesting Party: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Court in Which Presiding Judicial Officer’s Decision was Issued:  
**United States District Court for the Southern District of West Virginia**

\_\_\_\_\_, Requesting Party v.

\_\_\_\_\_, Responding Party

**Request for Review of Decision on Formal Complaint**

Notice is hereby given that \_\_\_\_\_, (Requesting Party) in the above named case, hereby requests review by the Judicial Council for the Fourth Circuit from the decision by Judge \_\_\_\_\_ entered in this matter on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Attached to this request is a copy of the Presiding Judicial Officer’s decision.

State the reason(s) you contend that the Presiding Judicial Officer’s decision was in error (**attach additional pages if necessary**):

Submitted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature of Requesting Party: \_\_\_\_\_

Signature of Counsel, if any: \_\_\_\_\_

Approved by the Fourth Circuit Judicial Council on \_\_\_\_\_